

Board Highlights

Hilda Pinnix-Ragland, Chair

H. Martin Lancaster, NCCCS President

Volume 96
May 19, 2006

**SUMMARY OF OFFICIAL BUSINESS –
STATE BOARD OF COMMUNITY COLLEGES (SBCC) 05-19-2006 MEETING**
(For details, see official minutes or contact the Office of Board Affairs.)

Summary of Chair Pinnix-Ragland's remarks:

- Appointed a committee to work with Blue Ridge CC Board of Trustees on concerns raised in the State Auditor's Special Review. Asked to serve were SBCC members Dr. Powell, Dr. Fountain, Mr. Greenwood, and Ms. Hayes; System Office staff Mr. Sullivan, Mr. Sullins and Mr. Briggs; and former Central Carolina CC president and member of the committee that worked with Halifax CC, Dr. Marvin Joyner.
- Appointed Raichelle Glover as the SBCC representative on the Staff Member of the Year Award Committee.
- Welcomed incoming N4CSGA President Jonathan Smith, a student at Roanoke-Chowan CC.
- Reminded members to take the items to be discussed at the called June Telephonic meeting including Attachments FC-27, 28, 29, 30, 31 and FC-32 with them, noting that only corrections and additional documentation will be mailed.
- Thanked Mr. Middlesworth, Mr. Daniels, and Mr. Ford for visiting with legislators on Wednesday, encouraging those who were unable to participate in the legislative day to do so on their own. President Lancaster asked that members call him before visiting to receive a briefing on the priority requests and status of various issues.
- Thanked everyone for supporting the recommended 8% salary increase, something really needed for the colleges.
- The book, 2010 Meltdown, was presented to members by Bob Witchger, Associate Director of the NCCCS Tech Prep program.

Summary of President Lancaster's report: *(The full text of the President's remarks is available on the NCCCS Website)*

- In the interest of time, President Lancaster referred members to his written report and asked that questions be e-mailed to him.

The Board received and approved the following:

- Minutes of the April 21, 2006, SBCC meeting
- Hearing Officer's Report : Adoption of the proposed Rule 23 NCAC 03A .0113 entitled "Student Refund"

- Proprietary Schools Licensure Renewal: American Academy of Medical Resonance Imaging; American Institute of Applied Science, Inc.; Art Institute of Charlotte; Brookstone College of Business (2 locations); Caduceus Nightingale Academy; Carolina Hypnosis Institute, Carolina School of Broadcasting, Care One Nursing, Carolina Polarity Institute of Energetic Studies, ECPI College of Technology (4 locations); Gericare Education and Training, Inc; HealthCore Resources, Inc.; Inovatech Inc.; iPEC Coaching; King's College; Lake Norman Dental Assisting School; Miller-Motte Technical College (2 locations); NASCAR Technical Institute; New Horizons Computer Learning Center (2 locations); North Carolina DATS (2 locations); Open Technology Group; Optimal Health Services, Inc.; Priority Nursing Academy; Piedmont Dental Assistants, Inc.; School of Communication Arts; South College (2 locations); TechSkills (3 locations); and, Thomas Health Care Institute, Inc.
- Proprietary School Licensure : New locations of ECPI College of Technology and New Horizons Computer Learning Center in Charlotte, NC (See Attachment Pol. 5)
- 2007-09 System Strategic Plan
- 2006 Cooperative Innovative High School Programs (Part II): Brunswick CC, Cape Fear CC, Carteret CC, Central Carolina CC, College of The Albemarle, Craven CC, Davidson County CC, Forsyth Technical CC, Haywood CC, Isothermal CC, Randolph CC, Robeson CC, Sampson CC, South Piedmont CC, Southeastern CC, Stanly CC, Surry CC, Tri-County CC, Western Piedmont CC, Wake Technical CC, Caldwell CC and Technical Institute, Lenoir CC, McDowell Technical CC, and Southwestern CC
- Curriculum Program Application (FTFA): Guilford Technical CC *Business Administration/Human Resources Management* [A2512C] and *Global Logistics Technology* [A25170]; Johnston CC *Interventional Cardiac and Vascular Technology* [A45410]; Piedmont CC *Information Systems Security/Security Hardware* [A2527B]; and, Pitt CC *Office Systems Technology/Legal* [A2536A]
- Curriculum Standard Revision: Forsyth Technical CC *Medical Assisting* [A45400]
- Courses of Instruction to Captive/Co-opted Groups: Basic Skills – Catawba Valley CC *BSP S 2000 CED* at Goodwill Industries (see Attachment Prog. 9); Continuing Education – Richmond CC *TEX P 3103* at Scotland Correctional Institution; Stanly CC *MLS P 3808* at Albemarle Correctional Institution, and Wayne CC *HRD A 3001* at DART Cherry Facility (see Attachment Prog. 10)
- Continuing Education Master Course List – Course Approvals (Additions): *Cardiovascular Technology* [CIT 3200], *Customized Industry Training* [CTP 3001], *Tire Manufacturing* [AUT-3400], and *Shoemaking and Repair* [TEX 3400] (see Attachment Prog. 11)

Basic Skills/Adult Basic Education:

- Basic Skills Comprehensive Family Literacy Programs: Allocations totaling \$834,050 for distribution as outlined in Attachment FC-4 to 12 programs including Asheboro City Schools-Even Start, Blue Ridge CC, Caldwell CC and Technical Institute, Central Piedmont CC, Craven CC, Lenoir CC, Mayland CC, McDowell Technical CC, Sandhills CC, Southeastern CC, Surry CC, and Wilkes CC
- Basic Skills English Literacy/Civics Projects: Grant award funding totaling \$897,760 for distribution to Alamance CC, Burke County Literacy, Caldwell CC and Technical Institute, Cape Fear Literacy Council, Catawba Valley CC, Central Piedmont CC, Davidson County CC, Gaston Literacy Council, Harnett County Literacy Council, Haywood CC, Isothermal CC, Lenoir CC, Literacy Council of Buncombe County, Literacy Council of Union County, Literacy Council of Wake County, Mayland CC, Mitchell CC, MOTHERREAD, Robeson

County Church and Community Center, Wake Technical CC, and Wilkes CC (see Attachment FC-5)

- Basic Skills Pathways to Employment Programs: Allocations totaling \$255,300 to be distributed as outlined in Attachment FC-6 to Central Piedmont CC, Pitt CC, Tri-County CC, and Wilkes CC
- Adult Basic Education Funds for Community-Based Organizations: Allocations totaling \$927,800 to 28 community-based organizations including Bladen County Literacy Council (LC), Blue Ridge LC, Brunswick County LC, Burke County LC, Cape Fear LC, Carteret County LC, Columbus County LC, Craven LC, Durham Literacy Center, Fayetteville Urban Ministry and Adult Reading Program, Fill My Cup, Gaston LC, Harnett County Literacy, Haywood County LC, Hoke Reading/LC, LC of Buncombe County, LC of Union County, LC of Wake County, Literacy Volunteers of America – Pitt County, Moore County LC, MOTHERREAD, Orange County LC, Reading Connections, Richmond County LC, Robeson County Church and Community Center, Rockingham County Public Library Literacy Program, Scotland County LC, and YMCA LC (Winston-Salem) (see Attachment FC-7)
- Basic Skills Project IDEAL – Distance Learning Grants: Continuation funding in the amount of \$157,700 for 15 Basic Skills Project IDEAL distance learning projects including Alamance CC, Brunswick CC, Caldwell CC and Technical Institute, Central Carolina CC, Literacy Council of Wake County, Mayland CC, Mitchell CC, Pitt CC, Reading Connections, South Piedmont CC, Stanly CC, Tri-County CC, Wilkes CC, and Wilson Technical CC (see Attachment FC-8)
- NCCCS Basic Skills Adult Basic Skills Professional Development Project: Funding requests for \$250,000 to improve professional development of Basic Skills trainers, administrators, instructors, and volunteers
- Basic Skills Family Literacy Initiative: Grant allocations totaling \$214,000 to be disbursed to MOTHERREAD and the NC Center for Family Literacy to provide training and technical assistance to support the program
- Basic Skills Comprehensive Adult Student Assessment System (CASAS) – 2006-2007 Training Program: Funding in the amount of \$49,875 to be distributed between Isothermal and Haywood CCs to train CASAS trainers who in turn train those who actually administer the CASAS locally
- Service Agreement With Payne and Associates – Learning Disabilities and Special Learning Needs Training: Service agreement not to exceed \$59,820 to complete a statewide training and implementation plan to address the provision of services for those who have learning disabilities and special learning needs
- Service Agreement LiteracyPro Systems, Inc., for LACES: Service agreement not to exceed \$54,920 to provide continued technical support, training, data management, and to purchase software to convert from the LitPro to LACES program to assist in responding to federal literacy reporting requirements

Workforce Development:

- Service Agreement With the Employment Security Commission (ESC) of NC for NC STARS, Career Compass, and Career Readiness Certification Websites and Data Collection Systems: Service agreement with ESC not to exceed \$215,000 for the continuation of the developing and maintaining the databases and websites for NC STARS, Career Compass, and Career Readiness

- Modification to the Memorandum of Agreement (MOA) Between the North Carolina CC System and The North Carolina Department of Commerce for Funding for Project HEALTH: Request to modify the MOA to extend the time period from July 1, 2004-May 31, 2006 until December 31, 2006
- Allocation to Blue Ridge CC – Project HEALTH – Curriculum Development Project: Allocation of \$7,000 to develop curriculum for two Continuing Education courses *HRD Wellness in the Workplace – A Retention Strategy* and *Wellness in the Workplace*.
- Contract Renewal With NC REAL Enterprises, Inc. (Project NOW) – Contract Amendment #4: A contract amendment for \$50,000 to allow NC REAL Enterprises to continue to provide services to colleges that are New Opportunities of Workers (NOW) sites

Human Resource Development:

- Allocations to Colleges Participating in Project Skill-UP: Allocations totaling \$160,000 to Forsyth Technical CC, Lenoir CC, Southeastern CC, and Vance-Granville CC to serve as pilot sites for Project SKILL-UP (see Attachment FC-18)

BioNetwork:

- NCCCS BioNetwork Electronic Media Marketing and Recruitment Campaign Electronic Media Adbuy – Advertisement Placement Cost: Awarding of a contract to the Agency for Public Television not to exceed \$250,000 to purchase recruitment advertisements for the BioNetwork

Business and Finance:

- Memorandum of Understanding (Renewal) - Energy Saving Initiatives Coordinator: Contract extension in an amount up to \$30,000 and in-kind contributions with the NC Department of Administration , State Energy Office, for a coordinator to promote and implement the Utility Savings Initiative program at the NCCC System Office
- NCCCS Construction Manual: A manual to consolidate the existing requirements of the General Statutes, procedures, and policies regarding the processes to be followed in the construction, renovation and development of facilities, the acquisition and disposal of real property, and the creation of multi-campus colleges or off-campus centers by the NCCCS
- Environmental, Safety, and Health Compliance Services Contract (Renewal Contract): Contract renewal in the amount of \$205,000 with Blue Ridge CC to assist the colleges in fulfilling the state and federal requirement for environmental, safety, and health compliance programs
- Request for Additional Funding - Professional Development Institute for CC Business Office Staff: Funding in the amount of \$50,000 to continue the work on the CC Financial Institute for current and aspiring CC Business Office staff
- Two Percent Transfer Restriction: Transfer requests from Caldwell CC & Technical Institute and Johnston CC, the Budget Flexibility Transfer Percentages for FY 2005-06 Established by SB 622 Report, and the NCCCS Curriculum and Noncurriculum Salary and Fringe Benefits Excess Transfer Requests Report for FY 2005-06 (see Attachment FC-24)
- Construction/Property/Bond Authorization Report: Construction and Property Report of May 19, 2006, including the reallocation of \$447,158 as requested by Central Carolina CC; one project approval each as requested for Alamance CC, Asheville-Buncombe Technical CC, Central Carolina CC, Cleveland CC, Stanly CC, and Wilson Technical CC; two projects each Gaston College, Johnston CC, Piedmont CC; three projects for College of The Albemarle; acquisition and disposal of property by Beaufort CC; two requests regarding lease

of property by Carteret CC; transfer of property by Fayetteville Technical CC; and, acquisition of property by Mitchell CC; and, the Bond Authorization Report of May 19, 2006 (see Attachment FC-26)

Information Systems:

- Integrated Library System Services Agreement—Services Agreement Renewal: Sirsi contract agreement in the amount of \$215,348 to allow NCCCS to continue to use the Unicorn Academe Library System
- SOLINET Contract—New Contract: Contract not to exceed \$80,888 with the Southeastern Library Network (SOLINET) Learning Technology Systems to continue the support services provided by OCLC and SOLINET used in library cataloging, uploading data, and to provide maintenance of the authorities used in the CCLINC
- UNC/NCCCS 2+2 E-Learning Initiative Funds Allocation: Approval of allocations for the following projects: Attachment A—NCIH Presentation Equipment in the amount of \$4,700 and Attachment B—Learning Object Development Tool in the amount of \$12,500

- Process for Evaluation of the NCCCS System President
- Report of the Task Force to Review Recommendations Made by the State Auditor, Joanne Steiner, Chair: The report of the task force created in response to the audit recommendations contained in the State Auditor's letter of October 25, 2005 (see Attachment SBCC-1)
- Organizational Placement of the Program Audit Function: Reorganization of the education program audit function broadening the scope of work and moving oversight to the Office of the President

The following items were presented to the Board for information:

- Special Application Approvals By System President: Coastal Carolina CC *Infant/Toddler Care (Certificate)* [C55290], *Information Systems Security* [A25270], and *Lateral Entry (Certificate)* [C55430]; Edgecombe CC *Lateral Entry (Certificate)* [C55430]; Guilford Technical CC *Lateral Entry (Certificate)* [C55430]; Johnston CC *Community Spanish Interpreter* [A55370]; Mitchell CC *Infant/Toddler Care (Certificate)* [C55290]; Sampson CC *Community Spanish Interpreter* [A55370] and *Information Systems Security* [A25270]; and, Wayne CC *Infant/Toddler Care (Certificate)* [C55290]
- Special Termination Approvals By System President: Mayland CC *Plumbing (Diploma)* [D35300] and Wake Technical CC *Support Technologies* [A25430]
- Special Curriculum Standard Revisions as a Result of CRC Action: *Cancer Information Management* [A45130], *Criminal Justice Technology/Financial Crime/Computer Fraud* [A5518B], *Electrical Power Production Technology* [A50130], *Interior Design* [A30220], *Lateral Entry (Certificate)* [C55430], *Polysomnography (Certificate)* [C45650], and *Telecommunications Installation and Maintenance (Diploma)* [D50380]
- Estimated Receipts: Tuition and fees collected through April 30, 2006, indicating \$151,613,653 collected, \$26,928,250 uncollected, a **decrease** of 1.90% when compared to 2004-05 (see Attachment FC-1)
- CIS Project Discussion and Implementation Update
- Report of Factual Inquiry and Statement of Corrective Action by the Trustees of Blue Ridge CC

The following items were presented to the Board for consideration of action at a future date:

- Sandhills CC Request for an Off-Campus Center in Moore County in the Westmore community
- Wake Technical CC's Request to Approve the Designation of a Western Wake Off-Campus Center at 3434 Kildaire Farm Road in Cary
- Curriculum Program Applications (NS): Lenoir CC *Automotive Customizing Technology* (A60xxx) and Pitt CC *Medical Dosimetry (Diploma)* (D45xxx)
- Curriculum Standard Revisions: Brunswick CC *Health Information Technology* [A45360], Central Piedmont CC *Geographic Information System/Global Positioning System Technology* [A40220], Forsyth Technical CC *Criminal Justice Technology/Latent Evidence* [A5518A] and *Radiation Therapy Technology* [A45680], Randolph CC *Photographic Technology/Biomedical Photography* [A3028A], and Southwestern CC *Office Systems Technology/Virtual Office Assistance* [A2536C]
- Client Relationship Management System-Contract with Center Dynamics, LLC and the North Carolina CC Small Business Center (SBC) Network: Contingent upon ITS approval, contract in the amount of \$76,400 with Center Dynamics to be used by each SBC to manage and track their counseling clients

Other Reports/Presentations:

Small Business Center Network Awards for Excellence: Central Carolina CC-Statewide and Central Regional Awards; Wilkes CC-Western Regional Award, Coastal Carolina CC-Eastern Regional Award
NC Association of Community College Presidents (NCAACP) Report, Dr. Gordon Burns
NC Association of Community College Trustees, Helen Dowdy
N4CSGA, Steve Johnson
Issues Luncheon: "Preparing A World Class Biotechnology Workforce," Susan Seymour

Date of Next Meeting(s):

SBCC Meetings: June 16, 2006 (Telephonic) and July 20-21, 2006
Financial and Capital Needs Committee: TBA but prior to June 16, 2006

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